

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS**  
**Thursday, July 21, 2016**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, July 21, at 5:31 p.m. by Joe Hrdlicka.

<b>Commission</b>	Heather Schebel	Rick Swalwell	Forrest Ridgway	Aaron Sewell	Joe Hrdlicka
<b>Present</b>		<b>Left at 7:00pm</b>	<b>X</b>	<b>X</b>	<b>X</b>

  

<b>Staff</b>	Susan Mathews <i>Parks &amp; Recreation Administrative Secretary</i>	Sally Ortgies <i>Superintendent of Parks</i>	Greg Hansen <i>Superintendent of Recreation</i>	Gary Scott <i>Director of Parks &amp; Recreation</i>
<b>Present</b>	<b>X</b>	<b>X</b>		<b>X</b>

On Item 1. Approval of Agenda

Ridgway moved to approve the agenda as presented. Swalwell seconded. Motion carried.

On Item 2. Citizen Forum

No items.

On Item 3. Approval of Minutes of June 16, 2016 Meeting

Ridgway moved to approve the minutes as presented. Swalwell seconded. Motion carried.

On Item 4. Old Business

No items.

Public Hearing:

On Item 5A. 39<sup>th</sup> Street Park Site Plan

1. Motion – Approval of Recommendation to Planning & Zoning Commission

Chair Hrdlicka stated that this is the time and place for a public hearing to consider the 39th Street Park Site Plan initiated by the City of West Des Moines. He added that the notice was published July 15, 2016, in the Des Moines Register. He read two comments received by staff. The first comment was a written note in support of the project and the second was an email with specific questions about proposed plan which were addressed by City of WDM Landscape Architect, David Sadler. Hrdlicka asked for verbal comments from the audience. The consultant for the project, Adam Fendrick a Landscape Architect with Genus Landscaping, gave an overview of the site and the proposed plan. Swalwell asked what surface would be used on the parking lot. Fendrick responded the surface would be concrete.

Carol Hinton, 3513 Oak Creek Place

Hinton stated that she was not in the direct mail notification area for the project but heard about the project from neighbors and asked if there would be restroom facilities on the site. Scott responded that at this time there is no restroom building planned for this site. Hinton asked if the parking lot would be lighted. Scott responded that it would be lighted. Swalwell stated that the parking lot would serve a dual purpose and be used by both the Rugby Club and users of the Jordan Creek Trail. Scott added that one of

the primary factors of this site is a number of utility easements which encumber the useable space. Hinton inquired about the detention pond and bio cell. Fendrick responded that the detention pond is a federally required depression in the land designed to hold storm water temporarily during storm events. He added that the bio cell acts as a natural filter to improve the quality of the water before releasing it back into the stream. Hinton expressed concern about mosquitoes. Fendrick responded that the site will be designed to only hold water for a maximum of 48 hours following a storm event and will be dry the rest of the time. Hrdlicka added that there is a portable toilet available to trail users just west of the rugby fields.

Jim Stone, 3721 Oak Creek Place

Stone stated that he heard there would be only 15 parking places and is concerned about the fact that the entire lot can be filled at times. The Board responded that there are 44 spaces planned for the first phase. Scott added that staff surveyed parking during events this spring and on 2 occasions the number of cars exceeded the proposed capacity of the lot. Scott stated that instead of spending more money to build a large parking lot that would only be fully utilized twice per year it was determined that a smaller lot with overflow grass parking would be suitable. Scott added that the Rugby Club has also been asked to make other arrangements such as shuttles for attendees when large events are planned.

Ben Eilders and Viera Eilders, 3725 Oak Creek Place

Ben Eilders inquired about what type of a barrier would be constructed between the park site and the residential homes to the east. Scott responded that the City would not construct a barrier between a park and a residence but that the resident or a homeowners association could choose to put up a fence on their own property within City Code guidelines. Viera Eilders expressed concern about the mowing of the property. Scott responded that areas planted with native grasses designed as natural areas are typically only rough mowed or burned 1-2 times per year. Hrdlicka suggested the space would be more controlled and organized by constructing a parking lot. Swalwell agreed that a parking lot with some native planting would be an improvement to the site. Sewell asked if there was a timeline for the future expansion. Scott responded that there was not a timeline but that staff would be monitoring usage to determine the need.

Chair Hrdlicka declared the public hearing closed and asked the Board for any discussion. The Board thanked the residents for coming to give input and join in the discussion.

Swalwell moved to approve the recommendation to the Planning Zoning Commission to approve the site plan for 39th Street Park Site Plan. Ridgway seconded. Motion carried.

New Business:

On Item 6A. Presentation – Greater Des Moines Water Trails and Greenways Master Plan  
Teva Dawson, Planner with the Des Moines Area Metropolitan Planning Organization.

Dawson stated the Des Moines Area MPO was hired about a year ago by the Iowa DNR to complete Iowa's first regional water trails plan. She gave an overview of the process that has led up to the current draft master plan. She stated that Water Trails are anything that brings people to the water, by the water or in the water for recreational uses such as boating, paddling, tubing, fishing, birding or other leisure activities. Dawson shared information about the vision and recommendations for the Raccoon River. The plan focuses on the potential for family-friendly interaction with the river and connectivity to other existing amenities. She also gave information about proposed changes along the Raccoon River in the City of Des Moines that could impact use in West Des Moines. Ridgway asked if there were any statistics about how many days per year the Raccoon River is too high or too low to use based on trends.

Dawson responded that has not been looked at but that users comfort level is also subjective so usability might be hard to define. Swalwell inquired about the vision for how individual communities would implement recommendations. Dawson replied that there is not currently a model for how communities would communication what their priorities are but that there are opportunities for regional contracts and marketing. Swalwell asked if the plan addresses funding. Dawson responded that it does not but that funding sources outside of City funds could be identified in another phase. Ridgway asked about the timeline for the end of mining at the quarries along Raccoon River Drive. Scott responded that the Hallett and Martin Marietta sites likely have another ten years of operation before the land is turned over to Dallas County or another agency. Scott shared that the site is larger than Raccoon River Park and West Des Moines Water Works would like to use the site for a water source. The Board thanked Dawson for her presentation.

On Item 6B. Discussion – Future Plans for Parks & Recreation

Tom Hadden, City of West Des Moines City Manager

Hadden shared that he hopes to have a new Director of Parks & Recreation hired in November and Superintendent of Parks, Sally Ortgies will be the interim Director and will also be applying for the Director position. Hadden would like two members of the Board to be a part of the applicant review and interview process. He added that starting September 1 the operations divisions of parks maintenance and forestry will be moving to Public Works which will become the Public Services Department. Hadden shared that he would like Parks & Recreation to take a leadership role in sustainability. Ortgies shared that she has been meeting with staff from Public Works on at least a weekly basis to make decisions and plans for the transition. She will also be meeting with the staff remaining in Parks & Recreation to make roles and responsibilities as clear as possible. He would also like to look at having the Parks & Recreation Advisory Board transition from an elected body to an appointed body. Ridgway stated that he believes having the Board an elected body is a benefit because it has been a good training Board for people who then run for City Council and it is representation for the citizens. The Board thanked Hadden for coming to speak.

On Item 6C. Discussion – Park Project Financing

Hrdlicka will soon have met with all members of the City Council in preparation for the workshop. The Board discussed the items to be covered in the workshop presentation.

Staff Reports:

On Item 7A. Superintendent of Parks

Ortgies shared that bids were opened yesterday on the Woodland Hills Site Development and the low bid was \$76,000 over budget. She added that staff will defer the award of contract and make efforts to decrease the cost. Ortgies noted that all bids were rejected for the Raccoon River Park Softball Irrigation Modifications project. She shared that the contract was awarded for the Holiday Park Baseball Improvements Phase 4A. Additionally in August the Holiday Park Girls Softball ADA improvements will begin. Ridgway asked about aquatic revenue so far this year. Scott responded that there will be a full analysis with the pool report at the end of the season but that revenue is up from last year at this point. Hrdlicka commended aquatic staff on their life saving efforts on recent publicized rescues.

On Item 7B. Superintendent of Recreation

Hansen not present.

On Item 7C. Director of Parks and Recreation

Scott stated that there is a Council workshop at the next meeting regarding the Phenix School playground. Scott shared that staff is working with a consultant on a concept for an amphitheater on the City/School Campus at Mayor Gaer's request. Scott noted that the language for the Parkland Dedication ordinance is being revised and will come to the Facilities Committee for consideration prior to coming to the full Board for approval in August.

On Item 8. Other Matters

Staff and Board members agreed to reschedule the Wild Rose Ice Cream Social to Tuesday, August 2.

Receive, File and/or Refer:

On Item 9A. City Council Communications

June 27, 2016: Resolution – Order Construction and Notice of Public Hearing on Plans and Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Woodland Hills Park Site Development

July 11, 2016: Motion – Approving Change Order #5 – Community Center Interior Renovations – Covenant Construction Services

July 11, 2016: Resolution – Accept Work – 88<sup>th</sup> Street Trail

July 11, 2016: Public Hearing – Holiday Park Baseball Improvements – Phase 4A Commons Area: 1. Resolution – Approval of Plans and Specifications; 2. Motion – Receive and File Report of Bids; 3. Resolution – Accept Contract

July 11, 2016: Raccoon River Park Softball Irrigation Modifications – City Initiated: 1. Resolution – Reject All Bids.

Ridgway moved to adjourn. Sewell seconded. Motion carried. Meeting adjourned at 7:12 p.m.

Respectfully submitted,

---

Susan Mathews  
Administrative Secretary

ATTEST:

---

Aaron Sewell  
Advisory Board Secretary